

Minutes
 Manor at Olde Ivy Board Meeting
 June 16, 2015

Present: Joe Winland, Frank Watkins, Teresa Waters, Kathy McArthur, Leslie Maddock

Number	Topic
1.	<p>Approval of Minutes</p> <ul style="list-style-type: none"> • The Board approved the minutes of the last meeting.
2.	<p>Work on Dry Pipe System</p> <ul style="list-style-type: none"> • Joe reported that Amber Fire has not been straightforward with progress reports. We need to evaluate the amount of completed work and compare with the amount already paid to Amber Fire. • The work has speeded up since we are now charging (according to the contract) \$500 a day for liquidated damages. This money will come out of the final payment. • We discussed which firm to contract with for the final inspection and agreed that it may make sense to go with Amber Fire so there is no confusion about who did the work. (The final inspection is required before the Cobb County Fire Marshall will sign off on the job.) • During the final inspection, the inspection company must check every manor unit for compliance, complete any additional required work, and remove all of the current yellow tags that indicate problems or inability to check a unit. • The Board agreed to consult with the building reps to coordinate the inspection access effort. • We will not make the final payment to Amber Fire until the Fire Marshall has signed off. • Joe noted that Aon has not yet billed us for Ed Knopick's services. He expects that this will eventually run about \$20,000.
3.	<p>Illegal Lease</p> <ul style="list-style-type: none"> • The Board discussed the problem of an illegal lease signed by one of our owners. At the time the lease was apparently completed, the owner was still on the waiting list and thus had not obtained a lease permit. • The Board will send the owner a letter of violation, notifying her of potential fines. • Although the owner has now cleared the waiting list, she has not yet submitted the lease or evidence of the credit and background checks. We will require a copy of the electric or water bill to determine the true date of occupancy in addition to the usual documents. • The Board agreed that in the interest of fairness to all owners, it is important that we pursue this issue by ensuring that there is a legal lease in place and imposing fines from the day of notice.

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4.	<p>Unpaid Dues and Fines</p> <ul style="list-style-type: none"> • In the matter of another owner who is seriously in arrears and against whom we are pursuing legal action, Robyn Hicks of CMA agreed to do a title search including any liens. • Frank suggested that we pay for a legal title opinion; the Board authorized Robyn to pay an additional amount if needed to get a definitive answer on this title. • The taxes have been paid annually by the mortgage holding bank, but ownership of the unit is unclear. • Since the attorney has been unable to serve the owner, we are pursuing legal remedies against the “1% owner,” including wage garnishment.
5.	<p>Issues with Thermostats</p> <ul style="list-style-type: none"> • Some residents have been tampering with the common space thermostats. We will ask Lance to install more secure covers. • In one situation, an owner was apparently trying to use the hallway air to cool his unit and was likely responsible for breaking into the thermostat cover.
6.	<p>Proposal to Obtain FHA Mortgage Approval</p> <ul style="list-style-type: none"> • The Board agreed to defer this option because of the expense of obtaining and maintaining the approval. Units have been selling well without our providing this option.
7.	<p>Interior Refresh on 4810/Exterior Painting on 4805</p> <ul style="list-style-type: none"> • The Board agreed to encourage the resident committee to continue its planning effort; however, we will defer any action on this for now. • We will consult the decorating firm and develop RFPs so we can evaluate our options. • Huie Services has done preliminary estimates for this work. • We will use Huie Services to manage these projects.
8.	<p>Additional Deferred Projects</p> <ul style="list-style-type: none"> • We agreed to continue to defer replacement of the damaged widows peaks until the Amber Fire work is complete. • Replacement of the garage globes is deferred.
9.	<p>Baly Insulation</p> <ul style="list-style-type: none"> • Our attorney is working with Baly Insulation. It is likely that they will pay us approximately \$10,000, which we can use to contract with another supplier to install insulation batts in the attics.
10.	<p>Water Damage in 4905</p> <ul style="list-style-type: none"> • Robyn Hicks reported that Parker Young is evaluating this situation.

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11.	<p>Financial</p> <ul style="list-style-type: none"> The Board reviewed the financials provided by Amy Brumelow of CMA via Robyn Hicks.
12.	<p>Leasing</p> <ul style="list-style-type: none"> Three leasing permits are available. Four owners are on the waiting list. Two units closed.

Number	Action Items		
	Item	Owner	Due Date
1.	Need a revised generic letter to use in response to bedroom flooring variance requests (as opposed to sending the standard architectural review letter). This letter will eliminate the requirement for getting neighbor approval.	Leslie will send a draft to the Board. Still need a clearer way to manage the request process (since it will be turned down.)	
2.	<p>Leslie will revise content on website and Resident Information booklet regarding requirement for carpeting in Manor bedrooms. She will note that there are three exceptions to this rule:</p> <ul style="list-style-type: none"> If the bedroom is on the ground floor. If the bedroom is part of a two-floor unit. If the room is not technically a bedroom (no closet). If the original owners contracted directly with Weiland to put in hardwood floors. 	Leslie	Pending
3.	Amy will investigate prices for wildlife cameras to record owners who do not pick up after their dogs.	Deferred	

Next meeting: Tuesday, July 21, 2015 at 6:30 in the Clubhouse